



Lebanese American University

**UNIVERSITY SCHOLARSHIP PROGRAM – VII
AID-268-A-15-00002**

QUARTERLY PROGRESS REPORT

Report number 1

REPORTING PERIOD:

October – December 2015

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SUBMITTED TO:

**UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
(USAID)**

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IMPACT SUMMARY AS OF DECEMBER 2015

USP VII - Year I PMP

Indicator Number	Activity	Indicator	Target unit	Rationale Behind Targets		Year I (Oct 2014 to Sep 2015)						
					Baseline	Target Year I	Q1	Q2	Q3	Q4	Achieved Year I	Comments
Standard Indicators												
1		Number of individuals from underserved and/or disadvantaged groups accessing tertiary education programs	Scholars	As per agreement		57						
2		Number of individuals from underserved and/or disadvantaged groups trained as a result of USG Investments Involving Higher Education Institutions	scholars (Total)	As per agreement		57						
			Outside Beirut & Mount Lebanon Scholars	USAID guidance: at least 70% from outside Beirut & Mount Lebanon		40						
Life of Project Indicators												
3	Percentage of students with sustained academic average throughout the project lifetime as reflected in their cumulative GPA	Determines students commitment and effectiveness of academic advising	% of scholars	As per agreement	90%	70%						
4	Number of admitted students with cumulative GPA of 2.0 or above after 1st year	Determines selection process, course load, choice of major, timely program completion	Number of scholars	As per agreement	57	50						
5	Percentage of students graduating by the end of the project	Students willingness / ability to succeed in the program	Number of scholars	As per agreement	NA	95%						
6	Percentage of students graduating with a cumulative GPA above 3	Indicator of number of distinguished students	% of scholars	As per agreement	NA	80%						

7	Percentage of students assuming Prominent positions in the University based clubs	Determines students' engagement in the University outreach activities	% of scholars	As per agreement	50%	50%						
8	Percentage of students participating in internships and community service activities	Determines students' engagement with community	% of scholars	As per agreement	95%	95%						
9	Percentage of admitted students prepared for the labor market	Measures student readiness to compete in the labor market	% of scholars	As per agreement	NA	95%						
10	Percentage of admitted students not enrolled in a graduate study program and employed 3-6 months after graduation from LAU	Measures correlation between academic majors, career services, experiential learning and internship opportunities	% of scholars	As per agreement	NA	70%						
11	Percentage of Students assuming leadership activities (head of club, initiator of event, chair of workshop, etc.)	Measures success of student-training-student	% of scholars	As per agreement	50%	50%						
12	Percentage of scholars with positive behavior towards civic engagement	Measures effectiveness of socialization, support services and leadership activities	Number of scholars	As per agreement	80%	90%						
13	Retention and graduation rates	Determines students' willingness/ability to succeed in the program	% of scholars	As per agreement	95%	NA						
14	Number of extra-curricular, enrichment and leadership activities pre-enrollment versus extra-curricular, enrichment and leadership activities post-graduation	Measures effectiveness of socialization, support services and leadership activities	Number of scholars	As per agreement	166	42						
15	Number of scholars involved in implementing community development projects	Community and leadership ideas/projects initiated by the scholars	Number of scholars	As per agreement	54	57						

16	Number of community development projects initiated by the scholars for the benefit of their local community and social milieu	Community and leadership ideas/projects initiated by the scholars	Number of scholars	As per agreement	25	40						
Outreach: Advertisement and Production												
17	Design Application, Brochure, Website, poster...	Promotional Materials Developed	Number of Promotional Materials Developed		4	4						
18	Advertising in local Arabic newspapers	USP VII advertised in 3 newspapers	Number of Web Advertisement	Two insertions in each of the 3 newspapers	12	6						
19	Advertising in local web based media outlets	USP VII advertised once in web based media	Number of Advertisement			1						
20	LAU personnel highlighting USP VII during their appearances in Lebanese Radio & TV stations	Number of media appearances	Media appearances	Generate more publicity for USP VII	1	1						
21	Distribute the USP VII brochure to public high schools throughout Lebanon	USP VII brochure distributed	Number of Brochures	Increase coverage and advertisement	9384	9000						
22	Distribute the USP VII brochure to public high schools throughout Lebanon	Number of Public Schools Receiving Brochures and promotional items	Public high schools	Promote USP VII directly in schools	272	270						
23	Admissions officers distribute Admissions & F.A. applications	Number of applications distributed	applications	Facilitate the task of filling the application	6576	6000						
24	Send electronic copies of the USP VII brochure to LAU alumni & friends	USP VII brochure sent electronically	LAU alumni & friends		18396	18400						
25	Promote USP VII award in magazine, Alumni bulletin, president's report and Social Media	USP VII Award promoted	LAU magazine, Alumni bulletin, president's report and Social Media	Promote USP VII broadly	4	4						
Recruitment												

26	LAU Admission officers schedule meetings with public school principals & visit them & present USP VII to their students	Number of public high schools visited	Public high schools	Promote USP VII directly in schools	242	240							
		Number of public technical schools visited	Technical schools	Promote USP VII directly in schools	60	30							
27		Number of Students attended LAU school visits	approximate number of students in the public school	Promote USP VII directly in schools	USP VI reached out to 16345 students	15000							
Career Counseling													
28	Organize a special career counseling workshop for the top interviewed candidates	Number of scholars attending the career counseling workshop	Number of scholars		76	110							
Orientation													
29	Invite scholars to a special multi-day orientation program given by the USP VII: director/coordinator/faculty/ and staff and student mentors/orientation leaders	Number of scholars attending the multi-day orientation program	Number of scholars	The number of recipients of this award is 57	57	57							
30		Number of Orientation Sessions held for USP VII Scholars	Sessions	USP VII specific orientation and LAU general orientation	2	2							
Housing and Other Facilities													
31	Admit Students to LAU Dorms or LAU sponsored housing	Number of Scholars admitted to student housing	scholars (Total)	70% as per the award	40	40							
37													
32		Number of Scholars admitted to intensive English - one semester	scholars (Total)	Estimate: same % of USP VI		16							
33		Number of Scholars admitted to intensive English - two semesters	scholars (Total)	Estimate: same % of USP VI		11							

PROGRESS SUMMARY

USP VII - Year I Work Plan

				Q1			Q2			Q3			Q4		
Activities	Output	Status	Owner	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015
Advertisement and Production															
Unify the recruitment materials (Admission and Financial Aid applications, poster, brochure, newspaper Ad.) with AUB	Unified content aligned	Complete	AVP EM	x	x										
Design a new and comprehensive set of advertising materials	Design completed	Complete	AVP EM	x	x	x									
Secure USAID concurrence on the advertising materials	USAID approval collected	Complete	AVP EM	x	x	x									
Advertise in local newspapers and social media in Lebanon	Advertisement complete	In process	AVP EM			x	x	x	x						
Secure MEHE authorization to visit public schools and follow up on MEHE informative letter sent to schools	MEHE and public schools informed	In process	AVP EM	x	x	x									
Schedule meetings with public school principals including technical schools, visit them, & present USP VII to their students	Public high schools visited & USP VII presented	Open	Admission Offices				x	x	x						
Train recruiters on the aligned FAQs	Training completed	Complete	AVP EM			x	x								
Distribute brochure, poster, Admission and FA applications to public schools throughout Lebanon	All materials distributed	Open	Admission Offices				x	x	x						
Engage currently enrolled USP Scholars, when possible and on a volunteer basis, in school visits to give their testimonials	Scholars engaged	Open	Admission Offices				x	x	x						

Send electronic copies of the USP VII brochure to LAU alumni & friends	USP VII brochure sent electronically	Open	AVP EM			x	x								
Meet internally to discuss lessons learned from previous programs and agree on necessary actions	Internal meetings for USP Management	In process						x		x					
Professional Orders															
Coordinate with the professional orders/syndicate of Engineering	discuss the employability prospects and latest trends in the job market	Open	AVP EM				x								
Coordinate with the professional orders/syndicate of Nursing	discuss issues relevant to nurses' employability in Lebanon	Open	AVP EM				x								
Labor Market Survey															
Conduct a labor market survey	Confirm and/or edit the majors offered under USP VII according to market need	In process					x								
Recruitment & Selection															
Receive applications	Applications received	Open	Admission Offices				x	x	x						
Review submitted applications and highlight missing documents	applicants informed about missing documents	Open	Admission Offices				x	x	x						
Align with the testing office on specific testing windows for USP VII applicants	Testing dates set	Open			x	x	x	x							
Identify students who will be invited for testing based on their high school grades	Scholars invited for testing	Open	AVP EM& Admission Offices							x	x	x			
Schedule meetings for overall review of students database: region, gender, school grades, English and sophomore exam grades	Students evaluated	Open	Selection Committee							x	x	x	x		
Identify a list of top candidates who will be invited for interviews	Scholars invited for Admissions and Financial Aid interviews	Open	AVP EM& Admission Offices								x	x	x	x	
Collect BAC II and technical Baccalaureate results of shortlisted candidates	BAC II results collected	Open	Admission Offices										x	x	

Schedule meetings for the review of tested students database: region, gender, school grades, English and sophomore exam grades, interview performance, financial aid assessment and BAC II results	Students evaluated	Open	Selection Committee										x	x	x	
Select a preliminary list of finalists	57 scholars highlighted for potential selection	Open	Selection Committee										x	x	x	
Create a waiting list of 2 nd tier applicants	Waiting list created	Open	Selection Committee										x	x	x	
Collect USAID approval on the 57 final candidates and the waiting list	List reviewed and approved	Open	AVP EM										x	x	x	
Send provisional acceptances to the selected 57 applicants	57 provisional acceptances sent	Open	Admission Offices											x	x	
Send final acceptances to the selected 57 applicants	Final 57 acceptances sent	Open	Admission Offices											x	x	x
Collect the signature of accepted scholars on anti-terrorist certifications	Anti-terrorist certificates signed by all selected scholars	Open	Admission Offices											x	x	x
Provide USP VII scholars with written confirmation of their scholarship & its details	Scholars receive their confirmation letters	Open	Admission Offices											x	x	x
Career Counseling																
Organize a special career counseling workshop for the top candidates among those interviewed	Special workshop organized	Open	AVP EM/ OCE											x	x	
Orientation																
Organize special multi-day orientation program given by the USP VI director/coordinator/staff and student mentors	Multi-day orientation program organized	Open	OCE												x	x
Invite scholars to attend LAU's general orientation program	General orientation program attended	Open	OCE												x	x
Assist in opening bank accounts	Bank accounts opened	Open	OCE												x	x
Provide scholars with email accounts	Email accounts provided to scholars	Open	OCE												x	x

Collect scholars' signature on Memorandum of Understanding explaining the conditions of the scholarship & the responsibilities of LAU & the student	Memorandum of Understanding signed	Open	OCE												x	x
Housing and Other Facilities																
Assign rooms for scholars who must stay in LAU sponsored dorms	Rooms Assigned	Open	OCE													x
Welcome scholars in LAU dorms	Scholars welcomed	Open	OCE													x
Academic Formation																
Advise scholars for registration purposes	Scholars advised & registered	Open	OCE													x
Project Material																
Submit at the end of the recruitment and selection phase all project material used in Y1	Submit advertng documents, acceptance and anti-terrorism certification, career workshop material and orientation manuals	Open														x
Extra-curricular Activities and Leadership																
Not Applicable to Year 1			OCE													
Career Development and Internships																
Not Applicable to Year 1			OCE													

Program Summary

1. Duration: the period of the agreement is September 30,2015 to September 29,2023
2. Objectives: LAU to enroll for each of the 3 cycles of USP VII, 57 academically qualified and financially needy male and female students with demonstrated potential for leadership and civic engagement from both rural and urban areas, representing Lebanon's diverse confessional makeup.
3. Scope:
 - a. Students with regular baccalaureate degree may be enrolled in one the following 22 majors: Business, Chemistry, Computer Science, Economics, Education, English, Graphic Design, Hospitality and Tourism Management, Journalism, Mathematics, Nursing, Nutrition, Political Science, International Affairs, Psychology, Social Work, TV/Film, Civil Engineering, Computer Engineering, Electrical Engineering, Industrial Engineering and Mechanical Engineering.
 - b. Students with a technical baccalaureate degree may be enrolled in one of the following 9 majors: Business, Education, Hospitality and Tourism Management, International Affairs, Journalism, Nursing, Political Science, Psychology and TV/Film.
 - c. The award will cover: Tuition fees for the duration of the program including one preparatory year if needed, Medical Insurance, Book allowance, Student housing or Transportation Allowance, a Monthly Stipend for 9 to 11 months per year depending on the major and a Laptop.
4. Key Activities and Phases:
 - a. Advertisement and production
 - b. Recruitment
 - c. Orientation
 - d. Housing and other facilities
 - e. Intensive English and Tutoring
 - f. Academic Formation
 - g. Extra-curricular activities and Leadership
 - h. Career Development and Internships

Progress during this Quarter – Key Achievements

The focus in Quarter I was on collaborating with AUB and USAID to consolidate / unify all possible aspects of the program.

Detailed Progress

I- Substantial Involvement:

In light of USAID's desire to project a unified image to the same program at both implementing partners (LAU & AUB), Mr. Rebeiz called for a series of joint meetings to address areas of needed collaboration. The joint meetings took place on October 15, October 21, November 13 and December 14 and the following items were discussed:

- a. The financial need guideline
 - Required supporting documents
 - Type and number of interviews
 - Entire process flow
 - Income cut-off score
 - Allowable tuition subsidy
- b. The leadership potential assessment guideline
 - Questions to be added to the admission application
 - Composition of the interviewing panel
 - Interview questions
 - Scoring methodology
 - Contingency plan if interview is not done
- c. Shortlisting approach:
 - Entire process flow
 - Contingency plan if Bacc-II results are not out
- d. Final selection scoring methodology
 - Unified formula
 - Factors included in the formula
 - Weight assigned for each factor
- e. Unifying the admission and financial need application
 - Overall design
 - Structure and outline
 - BSMP requirement
 - Printing
- f. Advertisement
 - Newspaper Ads
 - Social Media
 - Media appearances
- g. Joint student recruitment
 - Unified message
 - Frequently asked questions
- h. Labor market survey

II - Dissemination

a. Ministry of Education and Higher Education

On October 19, 2015, the Assistant Vice President for Student Development and Enrollment Management, sent a letter to the Director General of the Ministry of higher Education asking for his support and authorization to start visiting public high schools. No response was received therefore LAU delivered the letter in person to the ministry secretary and collected a proof of receipt on January 7, 2016. On January 8, 2016 we collected back the formal authorization.

Also on October 21, 2015, the Assistant Vice President for Student Development and Enrollment Management, sent a letter to the Director General of the Ministry of technical Education asking for his support and authorization to start visiting technical public high schools. No response was received; therefore LAU delivered the letter in person to the ministry secretary and collected a proof of receipt on December 4, 2015. On December 7, 2015 we collected back the formal authorization.

b. Newspaper advertisements (Annex 1)

LAU and AUB agreed to use a unified text for the newspaper advertisement and to split the responsibilities as follows:

LAU publishes the advertisement in each of An Nahar and As Safir newspapers while AUB publishes it in

Al Waseet newspaper and on Facebook.

An Nahar and As Safir newspapers and web publishing dates were booked starting January 2016.

c. Flyers and applications

Following USAID guidance, LAU and AUB agreed to unify all advertising materials: flyer, application and poster. The job was led by LAU's Marketing and Communication department which worked with an outsourced designer and editor to combine the content and come out with new unified materials and then aligned the design and the content with all LAU and AUB internal stakeholders. The new materials were cleared by USAID on December 3, 2015. Also in December, LAU printed 9500 flyers (Annex 2), 1000 posters (Annex 3) and 8000 Admission and Financial Aid applications (Annex 4). These advertising documents will be sent and distributed to public high schools during the recruitment visits.

d. Web

On December 18, 2015 www.lau.edu.lb/usp was updated to reflect USP VII new modified recruitment conditions and application. The web address will be promoted in the newspaper advertisements, will be communicated to all public high schools, and was added to USP publications (flyers and applications).

Challenges during this Quarter

The major challenge faced in quarter one was unifying the advertising materials, finalizing the design, consolidating the content and printing all documents before January 2016 in order to kick off the school visits as soon as possible and meet the remaining project deadlines.

Planned Activities for next Quarter

The main activities that will be undertaken during quarter II are:

- 1- Run additional USP VII advertisements in local newspapers and online
- 2- Visit all public high schools
- 3- Start screening the received applications

Annexe 1: News Paper Advertisement



**الوكالة الأميركية للتنمية الدولية والجامعة
الأميركية في بيروت والجامعة اللبنانية الأميركية
تُطلق للسنة السادسة على التوالي برنامج المنح الدراسية
الجامعية الكاملة لطلاب الثانويات الرسمية والمهنية.**

تعلن الجامعة اللبنانية الأميركية (LAU) والجامعة الأميركية في بيروت (AUB) عن إطلاق برنامج المنح الدراسية الجامعية السابع الذي يهدف هذه السنة إلى تأمين التعليم الجامعي لمئة وتسعة طالب وطالبة من الثانويات الرسمية والمهنية، يتم اختيارهم بالتساوي بين الجنسين، ومن المحافظات الست، ومن مختلف أرجاء لبنان، بعد ملاءمتهم الشروط المحددة لهذه الغاية. يُغطي هذا البرنامج القسط الجامعي، والسكن الجامعي أو بدل النقل، وتأميناً صحياً، وبدل كتب، وعلاوة نفقات شهرية، وجهاز كمبيوتر شخصياً لكل طالب مستفيد طوال فترة الدراسة الجامعية. ستبلغ مكاتب القبول في الجامعة الأميركية في بيروت والجامعة اللبنانية الأميركية الثانويات الرسمية والمهنية اللبنانية عن تفاصيل هذا البرنامج، وشروط تقديم الطلب للاستفادة من برنامج المنح الدراسية الجامعية، وذلك من تشرين الثاني/نوفمبر 2015 إلى آذار/مارس 2016، كما ستتولى الجامعتان توزيع المنشورات والمطبوعات الخاصة بهذا البرنامج.

تفتح الجامعتان أبواب التسجيل أمام الطلاب الجدد، ويبدأ قبول طلبات الاستفادة من المنحة بدءاً من خريف 2015.
الموعد النهائي لتقديم طلبات الاستفادة من البرنامج هو
8 نيسان 2016

للاستفسار، يُرجى الاتصال بأي من مكنتي القبول
أو مراسلتنا على الأرقام والعناوين التالية:

الجامعة اللبنانية الأميركية (LAU)

بيروت: 64 56/64 78 01 (0) +961 على الرقم الداخلي 1905
admissions.beirut@lau.edu.lb

جبيل: 54/62 72 54 09 (0) +961 على الرقم الداخلي 2784
admissions.byblos@lau.edu.lb


الجامعة الأميركية في بيروت (AUB)


هاتف: 374 374 01 (0) +961


على الأرقام الداخلية التالية: 2593/3505/2596/2590/2585
uspmissions@aub.edu.lb

وللمزيد من المعلومات، تفضلوا بزيارة أي من المواقع الإلكترونية التالية:
www.lau.edu.lb/usp | www.aub.edu.lb/usp | www.usaid.gov/lebanon

Annexe 2: USP VII Flyer

**USAID**
FROM THE AMERICAN PEOPLE

**AUB**
American University of Beirut
جامعة بيروت الأمريكية

**LAU**
The American Lebanese University
الجامعة اللبنانية الأمريكية



Introduction

The American University of Beirut and the Lebanese American University are pleased to introduce and launch the University Scholarship Program (USP VII) which offers university-bound students a unique opportunity to pursue quality higher education. The program aims to provide undergraduate scholarships to at least 109 promising public high school students and technical school graduates from all six governorates of Lebanon.

This ambitious and generous program is made possible with the support of the American people through the United States Agency for International Development (USAID). Student beneficiaries will experience AUB's and LAU's high/rigorous academic standards and a campus environment that promotes social equality and critical thinking.

Who can join USP VII?

To be eligible to apply to AUB and LAU under USP VII, you should:

1. Be a Lebanese citizen
2. Have attended a public high school in Lebanon for at least the last three years of your secondary education and expected to complete your baccalaureate during summer 2016. An exception is made for students who spent two years out of the three in a public school and one secondary year in a US Government education exchange program (such as YES). Documents proving participation in such programs need to be presented along with the application
3. Obtain a minimum of 12/20 on your official Lebanese Baccalaureate exam
4. Demonstrate your financial need status by completing the USP VII Financial Aid Application
5. Obtain the minimum required scores on the tests and exams set by the university you are applying to
6. Demonstrate past and present performance of service and community activities
7. Not be registered at any university or have completed studies at any university
8. Register at one of the universities, AUB or LAU, as a full-time student at all times
9. Not have siblings who have benefited or are benefiting from any USP scholarship

Selection Process Phases

- **December 2015 – April 2016**
Recruitment phase and completion of application
- **April 8, 2016**
Application deadline
- **April 2016 – May 2016**
Review of applications and shortlisting students for exams
Selection criteria: application completeness, high school grades and financial need
- **May 2016 – August 2016**
Interview period
Selection criteria: high school grades, entrance exam results and official Lebanese baccalaureate or official technical Lebanese baccalaureate score
- **July 2016 – August 2016**
Final selection
Selection criteria: high school grades, entrance exam results, interview results, official Lebanese baccalaureate score and financial aid assessment
- **End of August 2016**
Start of Academic Year 2016-17

Final Selection Percentage Distribution:

· Academic Performance (includes: Averages in grades 10 and 11, entrance exams and official baccalaureate results)	45%
· Financial Need	30%
· Leadership Assessment	25%

What does USP VII Cover?

If you are accepted, USP VII will cover the following:

1. Full tuition fees for the duration of your program (as per AUB's and LAU's academic regulations), including one preparatory year if needed
2. Medical insurance
3. Book allowance
4. Student housing or transportation allowance
5. A monthly stipend for nine to eleven months per year depending on the major
6. Laptop

How to apply to USP VII?

Note that if you want to apply to both LAU and AUB you need to present an original application and original supporting documents to each university.

To apply, you should submit the following required application documents:

- USP VII Applications for Admission and for Financial Aid prior to April 8, 2016 to the Admissions Office at AUB or LAU. **If you are applying to LAU, please submit your application to the Beirut or Byblos Admissions Office**
- Official high school transcript of the last three years sent directly to the Admissions Office in a sealed and stamped envelope
- Proof of English proficiency by submitting only one of the below:
 - a. SAT I writing section
 - b. Official score of the Test of English as a Foreign Language (TOEFL)
 - c. English Entrance Exam (EEE) administered at AUB and LAU if a or b are not available
- Certified copy of the official Lebanese baccalaureate or official technical Lebanese baccalaureate when available
- Two recent passport-size colored photos taken within the past six months
- Clear photocopy of your identity card or individual civil record
- All financial aid required documents specified in the application

Notes

- The Application for Admission form may be downloaded at: www.aub.edu.lb/usp and www.lau.edu.lb/usp
- To register for the SAT, please visit the College Board's website at: www.collegeboard.org
- When registering for the TOEFL or SAT I, use AUB's code: 0902 and LAU's code: 2595. Please note that you may choose not to register for TOEFL and SAT and take the English Entrance Exam (EEE) offered by LAU and AUB
- The English Entrance Exam (EEE) is administered by AUB and LAU for shortlisted students. Details will be communicated to selected students by AUB and LAU admissions/ USP team. The test preparation material may be downloaded at <http://admissions.aub.edu.lb> and <http://admissions.lau.edu.lb/files/eee-test-prep.pdf>
- If applying to LAU and depending on your choice of major, the Sophomore exam covers three out of the following subjects: mathematics, physics, chemistry, life science, general science, philosophy and economics
- The IDs of the shortlisted students who are invited to exams or interviews will be posted at <http://www.aub.edu.lb/usp> and <http://www.lau.edu.lb/usp>; if your ID number is not posted online, this means that your application was not successful. Applicants can track their application by using these sites.
- The admission office at LAU and AUB will contact you directly to inform you about exams and interviews. Failure to attend scheduled exams or interviews will result in withdrawal from the program even if shortlisted.
- To learn more about USAID you may visit their website at: <http://www.usaid.gov/lebanon>

If you have a regular baccalaureate degree, you may apply the following majors under USP VII:

For AUB applicants:

Faculty of Agricultural and Food Sciences (FAFS)
Agribusiness BS-AGBU
Agriculture BSA-AGRI
Food Sciences and Management BS-FSMT
Landscape Architecture BLA-LDAR
Nutrition and Dietetics BS-NTDT

Faculty of Arts and Sciences (FAS)
Chemistry BS-CHEM
Computer Sciences BS-CMPS
Economics BA-ECON
Education/Elementary BA-EDU-EEDU
Petroleum Studies BS-PTST
Political Studies BA-POIS
Public Administration BA-PUBA
Statistics BA-STAT
Statistics BS-STAT
Studio Arts BA-SART

Faculty of Engineering and Architecture (FEA)
Graphic Design BFA-GRDP
Civil Engineering BEN-ECIV
Computer and Communication Engineering BEN-ECMP
Electrical and Computer Engineering BEN-EECE
Mechanical Engineering BEN-EMCH

Faculty of Health Sciences (FHS)
Environmental Health BS-ENVH
Medical Laboratory Sciences BS-MLSP

Hariri School of Nursing
Bachelor of Science in Nursing BSN-NURS

Suliman S. Olayan School of Business (OSB)
Business Administration BBA-BUADM

For LAU applicants:

Alice Ramez Chagoury School of Nursing
Nursing^a

School of Architecture and Design
Graphic Design^a

School of Arts and Sciences
Chemistry^a
Computer Science^a
Education^a
English^a
International Affairs^a
Journalism^a
Mathematics^a
Nutrition^a
Political Science^a
Psychology^a
Social Work^a
TV/Film^a

Adnan Kassar School of Business
Business^a
Economics^a
Hospitality and Tourism Management^a

School of Engineering
Civil Engineering^a
Computer Engineering^a
Electrical Engineering^a
Industrial Engineering^a
Mechanical Engineering^a

a. Beirut or Byblos campus
b. Byblos campus only
c. Beirut campus only

If you have a technical baccalaureate degree, you may apply to the following majors under USP VII:^{*}

For AUB applicants:

Major	Technical Field of Study
Faculty of Agriculture and Food Sciences Food Sciences and Management Nutrition and Dietetics	Industrial Nutrition Industrial Nutrition
Olayan School of Business Business Administration	Any field
Faculty of Arts and Sciences Economics Elementary Education Computer Sciences	Any field Any field Computer Programming/Information Technology/Engineering Science/Engineering Any field Any field Science/Engineering Science/Engineering Any field
Faculty of Health Sciences Environmental Health	Healthcare Supervisor/Nursing Care/ Dentist Assistant
Medical Laboratory Sciences	Healthcare Supervisor/Nursing Care/ Dentist Assistant
Hariri School of Nursing Nursing	Healthcare Supervisor/Nursing Care/ Dentist Assistant

For LAU applicants:

Major	Technical Field of Study
Adnan Kassar School of Business Business Hospitality and Tourism Management	Business Hospitality Management
Arts and Sciences Education Political Science Psychology TV/Film International Affairs Journalism	Education Political Science Psychology Communication Arts Political Science Communication Arts/Psychology
Alice Ramez Chagoury School of Nursing Nursing	Nursing

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For AUB Applicants:

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P.O.Box 11-0236
Riad El Solh 1107 2020, Beirut, Lebanon
Tel: +961 1 374374 / 374444
Ext. 2590/2585/2593/2596/2960/3505
usp7@aub.edu.lb | www.aub.edu.lb/usp

For LAU Applicants

Contact us at:
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P.O.Box 13-5053, Chouran Beirut 1102 2801, Lebanon
Tel: +961 1 786464/56 Ext. 2784 | Fax: +961 1 786454
admissions.beirut@lau.edu.lb | www.lau.edu.lb/usp

Admissions Office Byblos Campus
P.O.Box 36, Byblos, Lebanon
Tel: +961 9 547254/62 Ext. 2784 | Fax: +961 9 546560
admissions.byblos@lau.edu.lb

★ إليكم فرصة العمر للالتحاق إلى واحدة
من الجامعتين الأكثر عراقة في لبنان

* لمعرفة المزيد عن الامتحان، يرجى الاطلاع على
www.aub.edu.lb/usp/Documents/EEE.pdf
http://admissions.lau.edu.lb/files/eee-test-prep.pdf

للاستفسار، يرجى الاتصال بأي من مكثبي القبول، أو مراسلتنا على الأرقام
والعناوين التالية:

الجامعة اللبنانية الأميركية (LAU)
بيروت: +961 1 78 64 56/64
على الرقم الداخلي 1905
admissions.beirut@lau.edu.lb

جبيل: +961 9 54 72 62/54
على الرقم الداخلي 2784
admissions.byblos@lau.edu.lb

الجامعة الأميركية في بيروت (AUB)
هاتف: +961 1 374 374
على الأرقام الداخلية التالية: 2585/2590/2596/3505/2593
usp.admissions@aub.edu.lb

وللمزيد من المعلومات، تفضلوا بزيارة أي من المواقع الإلكترونية التالية:
www.lau.edu.lb/usp | www.aub.edu.lb/usp | www.usaid.gov/lebanon

إذا كنتم من حاملي شهادة الثانوية العامة، يُمكنكم أن تختاروا الالتحاق بأي من الاختصاصات التالية المتاحة ضمن برنامج المنح الدراسية الجامعية السادس

إذا كنتم من حاملي شهادة البكالوريا الفنية اللبنانية، يُمكنكم أن تختاروا الالتحاق بأي من الاختصاصات التالية المتاحة ضمن برنامج المنح الدراسية الجامعية السادس

الاختصاصات المتاحة في الجامعة الأميركية في بيروت:	
الاختصاصات الجامعية وكلياتها	المسالك الفنية
كلية الزراعة والتغذية علوم غذائية وإدارتها علم التغذية	الصناعات الغذائية الصناعات الغذائية
كلية الصحة العامة علم المختبر علم البيئة	مراقب صحي / العناية التمريضية / مساعد(ة) طبيب أسنان مراقب صحي / العناية التمريضية / مساعد(ة) طبيب أسنان
كلية رفيق الحريري للتمريض العناية التمريضية	مراقب صحي / العناية التمريضية / مساعد(ة) طبيب أسنان
كلية عليان لإدارة الأعمال إدارة أعمال	كافة الاختصاصات
كلية العلوم والفنون علم الكمبيوتر اقتصاد دراسات بترولية BS احصاء BA احصاء	برمجة كمبيوتر / تكنولوجيا المعلوماتية / هندسة كافة الاختصاصات علوم / هندسة علوم / هندسة علوم / هندسة
كلية الآداب والعلوم قسم التربية العلوم السياسية الإدارة العامة	كافة الاختصاصات كافة الاختصاصات كافة الاختصاصات

الاختصاصات المتاحة في الجامعة اللبنانية الأميركية:	
الاختصاصات الجامعية	المسالك الفنية
كلية عدنان القصار لإدارة الأعمال العلوم التجارية إدارة الضيافة والسياحة	العلوم التجارية إدارة الضيافة والسياحة
كلية الآداب والعلوم التربية العلوم السياسية علم النفس الإنشاق الإذاعي والتلفزيوني والأفلام العلوم السياسية والشؤون الدولية الصحافة	التربية العلوم السياسية علم النفس فنون الإعلام العلوم السياسية والشؤون الدولية فنون الإعلام / علم النفس
كلية أليس رامز شالووي للتمريض التمريض	التمريض

الاختصاصات المتاحة في الجامعة الأميركية في بيروت:	
كلية العلوم الزراعية والغذائية إدارة الأعمال الزراعية بكلوريوس في علوم الزراعة + دبلوم مهندس زراعي علم الغذاء وإدارته تصميم المساحات الخضراء التغذية وتنظيم الغذاء	كلية الهندسة والعمارة التصميم التخطيطي الهندسة المدنية هندسة الكمبيوتر والتواصلات هندسة الكمبيوتر والكهرباء الهندسة الميكانيكية
كلية الآداب والعلوم الكيمياء علم الكمبيوتر الاقتصاد التعليم الابتدائي الدراسات التطبيقية الدراسات السياسية الإدارة العامة الهجساء الفنون الجميلة	كلية العلوم الصحية سلامة البيئة تقانة المختبرات الطبية
	مدرسة الحريري للتمريض علوم التمريض
	كلية سليمان العليان لإدارة الأعمال إدارة الأعمال

الاختصاصات المتاحة في الجامعة اللبنانية الأميركية:	
كلية أليس رامز شالووي للتمريض التمريض	كلية عدنان القصار لإدارة الأعمال العلوم التجارية الاقتصاد إدارة الضيافة والسياحة
كلية العمارة والتصميم التصميم التخطيطي	كلية الهندسة الهندسة المدنية هندسة الكمبيوتر الهندسة الكهربائية الهندسة الصناعية الهندسة الميكانيكية
كلية الآداب والعلوم الكيمياء علوم الكمبيوتر (المعلوماتية) التربية اللغة الإنكليزية العلوم السياسية والشؤون الدولية الصحافة الرياضيات التغذية العلوم السياسية علم النفس علم العمل الاجتماعي الإنشاق الإذاعي والتلفزيوني والأفلام	كلية الآداب والعلوم التربية العلوم السياسية علم النفس الإنشاق الإذاعي والتلفزيوني والأفلام

كيفية تقديم طلب الاستفادة من برنامج المنح الدراسية الجامعية السابع:

يُرجى أخذ العلم بأنه في حال رغبتكم في التقدم بالطلب إلى الجامعة الأميركية في بيروت AUB، ويطلب آخر إلى الجامعة اللبنانية الأميركية LAU، عليكم تقديم استمارة الطلب الأصلية والوثائق المصاحبة الأصلية إلى كل من الجامعتين. الرجاء تحديد الجامعة التي تودون الالتحاق إليها عبر وضع إشارة «صح» داخل المربع الموافق لخياركم على غلاف استمارة الطلب.

لتقديم الطلبات، يُرجى إبراز الوثائق المطلوبة التالية:

- يُرجى تقديم الطلبات للاستفادة من برنامج المنح الدراسية الجامعية السابع لدى مكتب الهول في الجامعة الأميركية في بيروت AUB أو الجامعة اللبنانية الأميركية LAU قبل ٨ نيسان ٢٠١٦. على الراغبين في الالتحاق بالجامعة اللبنانية الأميركية LAU تقديم طلباتهم إلى مكتب الهول في بيروت أو جبيل.
- سجل العلامات المدرسية للصفوف الثانوية الثلاثة يُرسل مباشرة في طرف مُعلّق ومحتوم إلى مكتب الهول
- إثبات على إتمام اللغة الإنكليزية من خلال تقديم واحدة فقط من الوثائق الثلاث التالية:
 - نتائج امتحان الـ SAT - II - مساهمة الكتاب
 - ب. المجموع الرسمي لامتحان اللغة الإنكليزية لغير الناطقين بها TOEFL
 - ج. اختبار اللغة الإنكليزية EEE لدخول الجامعة تحت إدارة الجامعة الأميركية في بيروت AUB، والجامعة اللبنانية الأميركية LAU إذا لم تتوفر أ. أو ب
- نسخة طبق الأصل مصدقة عن شهادة الثانوية العامة أو شهادة البكالوريا الفنية اللبنانية - القسم الثاني
- صورتان شمسيّتان ملونتان تم التهاطها من مدة تهل عن الـ ٦ أشهر
- نسخة مصورة واضحة عن بطاقة هوية مقدم الطلب، أو بيان هيد إفرادي له
- جميع الوثائق المطلوبة المحددة في إستمارة طلب المساعدة المالية

مراحل عملية الاختيار

- كانون الأول ٢٠١٥ - نيسان ٢٠١٦
مرحلة جمع الوثائق المطلوبة وتقديم الطلبات
- ٨ نيسان ٢٠١٦
انتهاء مهلة تقديم الطلبات
- نيسان ٢٠١٦ - أيار ٢٠١٦
مرحلة مراجعة الطلبات وتحديد الطلاب المؤهلين لتقديم الامتحانات
معايير الاختيار: التماس الطلب، وسجل العلامات المدرسية، والحاجة إلى المساعدة المالية
- أيار ٢٠١٦ - آب ٢٠١٦
فترة المهابلات
معايير الاختيار: سجل العلامات المدرسية في المرحلة الثانوية، ونتائج امتحان الدخول، والنتائج الرسمية لشهادة الثانوية العامة أو شهادة البكالوريا الفنية اللبنانية - القسم الثاني
- تموز ٢٠١٦ - آب ٢٠١٦
الاختيار النهائي
معايير الاختيار: سجل العلامات المدرسية في المرحلة الثانوية، ونتائج امتحان الدخول، ونتائج المهابلات، والنتائج الرسمية للشهادة الثانوية العامة أو شهادة البكالوريا الفنية اللبنانية - القسم الثاني، وتقييم المساعدة المالية
- أواخر شهر آب ٢٠١٦
بدء العام الجامعي ٢٠١٦-٢٠١٧

توزيع النسب في عملية الاختيار النهائي:

• الأداء الأكاديمي (ويشمل الأداء في الصف العاشر والحادي عشر، ونتائج امتحانات الدخول، والشهادة الثانوية العامة اللبنانية أو شهادة البكالوريا الفنية اللبنانية - القسم الثاني)	٤٥٪
• المساعدة المالية	٣٠٪
• تقييم المؤهلات الهادية	٢٥٪

القبول في خريف 2016

تم وضع هذا المنتج الإعلامي بفضل دعم الشعب الأمريكي من خلال الوكالة الأمريكية للتنمية الدولية (USAID). إن المحتوى لا يعكس بالضرورة وجهات نظر الوكالة الأمريكية للتنمية الدولية.

تعلن الجامعة اللبنانية الأمريكية LAU، والجامعة الأمريكية في بيروت AUB عن إطلاق برنامج المنح الدراسية الجامعية السادس لطلاب الثانوية الرسمية والمهنية للعام ٢٠١٦. يتوجه البرنامج إلى تلاميذ المدارس الرسمية اللبنانية في ٢٦ هضماً في لبنان. وتوفر المنحة دعماً كاملاً ١.٩ لطلاب مؤهلين لمقابلة تحصيلهم الجامعي. وتوفر لديهم الشروط المحددة لهذه العاية. يحصل الطلاب المستفيدين على معايير ومستويات عالية من التعليم الأكاديمي في الجامعة الأمريكية في بيروت والجامعة اللبنانية الأمريكية حيث سيتوفر لهم مناح يعزز المساواة الاجتماعية داخل الحرم الجامعي. وسيكتسبون منهجية التفكير النقدي السليم.

يغطي هذا البرنامج:

١. الفسطة الجامعي
٢. السكن الجامعي أو بدل النفل
٣. تأميناً صحياً
٤. بدل كتب
٥. علاوة نفقات شهرية لمدة تتراوح بين ٩ أشهر و١١ شهراً في السنة، وتحدد وفقاً للاختصاص
٦. جهاز كمبيوتر شخصياً لكل طالب مستفيد طوال فترة الدراسة الجامعية
٧. دورات مكثفة في اللغة الإنجليزية إذا لزم الأمر

شروط تقديم الطلب للاستفادة من البرنامج:

- أن يكون الطالب مواطناً لبنانياً.
- أن يكون مواطناً على الحضور المنتظم إلى مدرسة رسمية منذ فترة ثلاث سنوات أو أكثر في لبنان في المرحلة الثانوية، ويتطلع إلى الالتحاق بالجامعة اللبنانية الأمريكية أو الجامعة الأمريكية في بيروت بدءاً من خريف ٢٠١٦، أو لمدة سنتين من أصل ثلاث سنوات، فيما يكون هذا أفضى سنة من مرحلته الثانوية في برنامج تعليمي ممول من الحكومة الأمريكية (برنامج YES على سبيل المثال). على الطالب أن يرفق الوثائق التي تبرز مشاركته في برنامج مماثل باستمارة الطلب.
- أن يُبرهن على حاجته المالية الماشئة إلى المنحة غير مله استمارة طلب المساعدة المالية الخاصة ببرنامج المنح الدراسية الجامعية السادس.
- أن يُثبت مساهمته في خدمة المجتمع، ويمتلك مؤهلات قيادية.
- أن يكون مسجلاً في الجامعة الأمريكية في بيروت أو الجامعة اللبنانية الأمريكية بصفه طالب بدوام كامل في جميع الفصول.
- أنه يكون ملتصقاً بأي جامعة أخرى أو أكمل دراسته في جامعة أخرى.
- أن يتال في امتحانات شهادة الثانوية العامة أو البكالوريا الفنية - القسم الثاني معدل علامات يُعادل ٢٠/٢٢ أو يفوقه.

- أن يتال الحد الأدنى من مجموع العلامات المطلوبة في الاختبارات والامتحانات التي تُحددها الجامعة التي تنهضون بطلب الالتحاق بها
- أنه يكون أحد أفراد عائلته مهتم بالطلب مستمداً سابقاً أو حالياً من أي من برامج المنح الدراسية الجامعية لطلاب الثانوية الرسمية ومعاهد ومدارس التعليم الفني والتفني الرسمي

يُرجى أخذ العلم بالنقاط التالية:

- يمكن تنزيل استمارة طلب القبول عبر الموقعين الإلكترونيين www.aub.edu.lb/usp و www.lau.edu.lb/usp
- التسجيل في امتحان SAT. يُرجى زيارة College Board عبر الموقع الإلكتروني: www.collegeboard.org
- لدى التسجيل لتقديم امتحان TOEFL أو SAT، يُرجى استخدام رمز الجامعة الأمريكية في بيروت AUB ٩٠٢. رمز الجامعة اللبنانية الأمريكية LAU: ٢٥٩٠. يُمكن للطلاب أن يقدموا اختبار اللغة الإنجليزية EEE لدخول أي من الجامعتين عوضاً عن التسجيل لتقديم امتحان TOEFL أو SAT.
- تتولى الجامعة الأمريكية في بيروت AUB، والجامعة اللبنانية الأمريكية LAU إدارة اختبار اللغة الإنجليزية EEE لدخول الجامعة للطلاب المتأهلين. سيتم مشاركة التفاصيل مع الطلاب الذين سيتم اختيارهم بواسطة فريق القبول في الجامعة الأمريكية في بيروت AUB، والجامعة اللبنانية الأمريكية LAU، أو فريق برنامج المنح الدراسية الجامعية. يمكن تنزيل المواد التحضيرية للاختبار عبر الرابطين الإلكترونيين <http://admissions.aub.edu.lb> و <http://admissions.lau.edu.lb/files/eee-test-prep.pdf>
- إذا رغبت في تقديم الطلب إلى الجامعة اللبنانية الأمريكية LAU، سيشمل امتحان السنة الأولى sophomore، بحسب الاختصاص المُختار، ثلثاً من المواد التالية: الرياضيات، والفيزياء، والكيمياء، وعلوم الحياة، والعلوم العامة، والفلسفة، والاقتصاد.
- ستُنشر على الموقعين الإلكترونيين www.aub.edu.lb/usp و www.lau.edu.lb/usp أرقام التعريف الخاصة بالطلاب المتأهلين الذين سيتم دعوتهم لإجراء المقابلات، والخضوع لامتحانات، إذا لم يُنشر رقم التعريف الخاص بهم على الموقعين الإلكترونيين المبينين أعلاه، فذلك دليل على أن طلبكم لم يلق القبول. يمكن للطلاب المتقدمين أن يتتبعوا طلباتهم عبر هذين الموقعين.
- سيقوم أحد موظفي مكتبي القبول في الجامعة الأمريكية في بيروت AUB، والجامعة اللبنانية الأمريكية LAU بالاتصال بكم مباشرة لإعلامكم عن المقابلات والامتحانات. إذا كنتم من الطلاب المتأهلين، وتعدّز عليكم الحضور إلى هذه المقابلات أو المقابلات في مواعيدها المحددة، سيتم استبعادكم تلقائياً من البرنامج.
- للمزيد من المعلومات حول الوكالة الأمريكية للتنمية الدولية، يُرجى زيارة موقعنا الإلكتروني <http://www.usaid.gov/lebanon>

ملاحظة: وجدها المسالك المهنية المذكورة أدناه تؤهل الطلاب للحصول على القبول في الاختصاصات المذكورة.



برنامج المنح الدراسية الجامعية السابع في الـ AUB والـ LAU



تم وضع هذا المنتج الإعلامي بفضل دعم الشعب الأمريكي من خلال الوكالة الأمريكية للتنمية الدولية (USAID). إن المحتوى مسؤولية الـ AUB والـ LAU ولا يعكس بالضرورة وجهات نظر الوكالة الأمريكية للتنمية الدولية أو حكومة الولايات المتحدة.

إلحكم فرصة العمر للانتماء إلى واحدة من الجامعتين الأكثر عراة في لبنان



الوكالة الأميركية للتنمية الدولية والجامعة الأميركية في بيروت والجامعة اللبنانية الأميركية
**تُطلق للسنة السادسة على التوالي برنامج المنح الدراسية
الجامعية الكاملة لطلاب الثانويات الرسمية والمهنية.**



يُعطى هذا البرنامج القسط الجامعي، والسكن الجامعي أو بدل النقل، وتأميناً صحياً، وبدل كتب، وجهاز كمبيوتر شخصياً، وعلاوة نفقات شهرية لمدة 11 شهراً في السنة كحد أقصى لكل طالب مستفيد طوال فترة الدراسة الجامعية.

للاستفسار، يرجى الاتصال بأي من مكثبي الهبول أو مراسلتنا على الأرقام والتأوين التالية:

الجامعة الأميركية في بيروت (AUB)

هاتف: +961 (0)1 78 374 374 على الأرقام الداخلية التالية: 2585/2590/2596/3505/2593 uspadmissions@aub.edu.lb

الجامعة اللبنانية الأميركية (LAU)

بيروت: +961 (0)1 78 64 56/64 على الرقم الداخلي 1905 admissions.beirut@lau.edu.lb
جبيل: +961 (0)9 54 72 62/54 على الرقم الداخلي 2784 admissions.byblos@lau.edu.lb

وللمزيد من المعلومات، تفضلوا بزيارة أي من المواقع الإلكترونية التالية:

www.lau.edu.lb/usp | www.aub.edu.lb/usp | www.usaid.gov/lebanon

Annex 4: USP VII Admission and Financial Aid Application



For AUB Applicants
Contact us at:
Office of Admissions Beirut Campus
PO Box 11-0296
Road El Sofr 1107/2020, Beirut, Lebanon
Tel: +961 1 374374 / 374444
Ext. 2590/2585/2593/2596/2960/2505
usp@aub.edu.lb
www.aub.edu.lb/usp



For LAU Applicants
Contact us at:
Admissions Office Beirut Campus
PO Box 13-5053
Chouran Beirut 1302 2801
Lebanon
Tel: +961 1 786464/56 Ext. 1905
Fax: +961 1 786454
admissions.beirut@lau.edu.lb
www.lau.edu.lb/usp

Admissions Office Byblos Campus
PO Box 36
Byblos, Lebanon
Tel: +961 9 547254/62 Ext. 2784
Fax: +961 9 546560
admissions.byblos@lau.edu.lb



University Scholarship Program
(USP VII) at AUB and LAU

**Admission and Financial
Aid Application for Fall 2016**





Please tick the box next to the university to which you are applying.
Please tick one box only, if applying to both universities, submit two.

☐ AUB ☐ LAU

*A golden opportunity offered by the two most prestigious
American universities in Lebanon*

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Introduction

The American University of Beirut and the Lebanese American University are pleased to introduce and launch the University Scholarship Program (USP VII) which offers university-bound students a unique opportunity to pursue quality higher education. The program aims to provide undergraduate scholarships to at least 109 promising public high school students and technical school graduates from all six governorates of Lebanon.

This ambitious and generous program is made possible with the support of the American people through the United States Agency for International Development (USAID). Student beneficiaries will experience AUB's and LAU's high/rigorous academic standards and a campus environment that promotes social equality and critical thinking.

Who can join USP VII?

To be eligible to apply to AUB and LAU under USP VII, you should:

1. Be a Lebanese citizen
2. Have attended a public high school in Lebanon for at least the last three years of your secondary education and expected to complete your baccalaureate during summer 2016. An exception is made for students who spent two years out of the three in a public school and one secondary year in a US Government education exchange program (such as YES). Documents proving participation in such programs need to be presented along with the application
3. Obtain a minimum of 12/20 on your official Lebanese Baccalaureate exam
4. Demonstrate your financial need status by completing the USP VII Financial Aid Application
5. Obtain the minimum required scores on the tests and exams set by the university you are applying to
6. Demonstrate past and present performance of service and community activities
7. Not be registered at any university or have completed studies at any university
8. Register at one of the universities, AUB or LAU, as a full-time student at all times
9. Not have siblings who have benefited or are benefiting from any USP scholarship

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What does USP VII Cover?

If you are accepted, USP VII will cover the following:

1. Full tuition fees for the duration of your program (as per AUB's and LAU's academic regulations), including one preparatory year if needed
2. Medical Insurance
3. Book allowance
4. Student housing or transportation allowance
5. A monthly stipend for nine to eleven months per year depending on the major
6. Laptop

How to apply to USP VII?

Note that if you want to apply to both LAU and AUB you need to present an original application and original supporting documents to each university. Please make sure you specify the university of your choice by ticking the corresponding box on the Cover Page of your application.

To apply, you should submit the following required application documents:

- USP VII Applications for Admission and for Financial Aid prior to April 8, 2016 to the Admissions Office at AUB or LAU. If you are applying to LAU, please submit your application to the Beirut or Byblos Admissions Office.
- Official high school transcript of the last three years sent directly to the Admissions Office in a sealed and stamped envelope
- Proof of English proficiency by submitting only one of the below:
 - a. SAT I writing section
 - b. Official score of the Test of English as a Foreign Language (TOEFL)
 - c. English Entrance Exam (EEE) administered at AUB and LAU if a or b are not available
- Certified copy of the official Lebanese baccalaureate or official technical Lebanese baccalaureate when available
- Two recent passport-size colored photos taken within the past six months
- Clear photocopy of your identity card or individual civil record
- All financial aid required documents specified in the application (see attached checklist at the end)

Selection Process Phases

- **December 2015 – April 2016**
Recruitment phase and completion of application
- **April 8, 2016**
Application deadline
- **April 2016 – May 2016**
Review of applications and shortlisting students for exams
Selection criteria: application completeness, high school grades and financial need
- **May 2016 – August 2016**
Interview period
Selection criteria: high school grades, entrance exam results and official Lebanese baccalaureate or official technical Lebanese baccalaureate score
- **July 2016 – August 2016**
Final selection
Selection criteria: high school grades, entrance exam results, interview results, official Lebanese baccalaureate score and financial aid assessment
- **End of August 2016**
Start of Academic Year 2016-17

Final Selection Percentage Distribution:

- Academic Performance (includes: Averages in grades 10 and 11, entrance exams and official baccalaureate results)	45%
- Financial Need	30%
- Leadership Assessment	25%

Documents Required

If you are interested in being considered as a candidate in the USP VII scholarship program, please submit all of the following required documents with this application form completely filled out in block letters and dry ink (NOT pencil) to the Office of Admissions prior to April 8, 2016.

This checklist is for you to ensure inclusion of all needed documents. Any missing documents will jeopardize processing your application.

Incomplete applications will not be considered. Therefore, all items requested below (when applicable) must be submitted with the application form.

Personal Documents

- Two passport-size color photographs taken within the past six months.
- A copy of the national identity card or a recent individual civil record issued within the past three months (الأوراق قيد حيوي).
- A recent family civil status record issued within the past three months (الأوراق قيد عائلي).

Academic Records

- Official high school grades for the last two school years (C10 or B11 and C11 or B12) in a sealed stamped envelope.
- A recent school certificate of registration showing annual tuition fees for each dependent child enrolled at school or university. The certificate should include scholarship/disclosure given to the student.

Employment Records

- Recent employment certificate(s) for jobs held by each earning family member clearly stating occupation, job title, years of service, number of months payable, and benefits (educational benefits, accommodation, health, and other).

and either

- Attached employee income statement Form A filled out, signed, and stamped by employer for each earning family member. If working in the public sector, the official income statement issued by the government. Income-earning parents must also present at least two of the following: At least the last three official pay slips (copies), bank statement reflecting regular salary transfers and amounts, a letter notarized by the bank confirming the monthly salary amount transfer.

or

- Attached self-employed income statement Form B filled out, signed, and stamped by a self-employed family member. The form should be submitted with the business registration (إسجل تجاري), income tax statements (إقرار بدخلك), and business bank statements of account for the last three years.

If not applicable, please provide an up-to-date proof of residence (نسخة مضمونة عن وثائق الملكية المؤكدة مع عقود الإيجار الحالية، أو نسخة مضمونة عن عقود الإيجار الحديثة) أو وثائق الملكية المؤكدة مع عقود الإيجار الحديثة.

Financial Records

- A copy of Loan Agreements, if any, with supporting documents.
- A bank statement of savings account, if applicable.

Additional Documents

- A certificate issued by the National Social Security Fund (NSSF) indicating that the father and/or mother do not benefit from NSSF, if either parent is unemployed.
- Any additional documents deemed necessary to support your financial aid application, i.e. medical report, certificate of job termination, and of service, or proof of revenue from rented properties, etc.

Documents Related to Family Assets

- A certificate of evidence, stating that neither one of the parents is receiving an education subsidy on behalf of his/her son/daughter must be provided by the Lebanese army or ISF, or employees' coop. The certificate is to be submitted to the Program Coordinator toward the beginning of September 2016.

Note: If the son/daughter is accepted in the program, a certificate of evidence, stating that neither one of the parents is receiving an education subsidy on behalf of his/her son/daughter must be provided by the Lebanese army or ISF, or employees' coop. The certificate is to be submitted to the Program Coordinator toward the beginning of September 2016.

الوثائق المصرفية:
1. نسخة مضمونة عن الوثائق الرسمية التي تبين جدول الدفعات للفروض المصرفية.
2. إفادة مصرفية عن الحساب في حال وجودها.

وثائق أخرى:
1. نسخة مضمونة عن مستندات أخرى: تقارير طبية، كتاب صرف من الخدمة، كتاب نهاية الخدمة، أو وثائق الملكية المؤكدة مع عقود الإيجار الحالية، أو نسخة مضمونة عن عقود الإيجار الحديثة أو إحصائيات رسمية في حال عدم توفرها. القيد عن السنة الحالية. أما في حال استعمال عقد أحد الأفراد أو الإحصائيات، عندئذ يجب تقديم عقد إيجارهم أو صك ملكية هذا الفرد الخاص بهم.
2. إفادة عدم استفادة صدارة عن الصندوق الوطني للتأمين الاجتماعي لأي من الأب أو الأم إذا كان أي منهما عاطلة عن العمل.

الوثائق المتعلقة بالأصول:
1. نسخة مضمونة عن وثائق الملكية (شراء أو إرث) المسجلة باسم أحد أفراد العائلة، أو باسم العائلة، أو باسم العائلة، في حال لم يتم تسجيلها بعد.
2. نسخة مضمونة عن رخصة تسجيل سيارة/سيارات في حال وجودها.

ملاحظة: في حال تأهل الطالب/الطالبة للاستفادة من برنامج المنح الدراسية الجامعية السابق، عليها تقديم وثبات أن: 1. أنها لم تستلم من المنحة التعليمية من قبل في حال كان أحد الوالدين يعمل في المنح أو في مؤسسة تعليمية رسمية، أو مؤسسة التأمين الاجتماعي، أو مؤسسة تعليمية رسمية، يمكن الاستئصال على هذه الوثيقة من تعازية مؤلفي الوثيقة، أو مؤسسة الجيتي، أو الأمن الداخلي، مكتب وتسجيلها إلى مؤسسة البرنامج عند الحصول على المنحة، أي في شهر أيلول 2016.

إستمارة طلب مساعدة مالية

برنامج المنح الدراسية الجامعية السابع للعام الدراسي 2016-2017

كامل الخليات لدى مكتب القبول لغاية تاريخ 8 نيسان 2016، وكلمة بقلم حر.

الوثائق المطلوبة

- الوثائق الشخصية:
1. صورة شمسية (بعد 2).
2. نسخة مضمونة عن بطاقة هوية مقدم الطلب، أو بيان قيد إفرادي جديد له.
3. بيان قيد عائلي أصدر من مدة أقصاها 3 أشهر (لثلاثة مقدم الطلب).

الوثائق المدرسية:
1. سجل القدرات المدرسية للتصنيف العائلي والنادي عضو في طرف، مضمون من إدارة المدرسة.
2. إفاضة من التثايف المدرسية السنوية لكل من أفراد العائلة المسجلين في المدارس أو الجامعات، بالإضافة إلى أي منح أو مساعدات يحصل عليها الطالب.

وثائق العمل:
1. عقد العمل الحالي، ورخصة توصية/توصية من رب العمل، بالإضافة إلى تصريح براتب الأب، والجد، وصيغة أفراد العائلة.
2. إفاضة من دخل الموقوف في القطاع الخاص (المرفقة برصيد) لكل فرد من أفراد العائلة، موهبة من رب العمل.
أما بالنسبة إلى القطاع العام: إفاضة راتب رسمية من الوزارة التابع لها، بالإضافة إلى اثنين من الوثائق التالية: ثلاثة جداول أو راتب للشهر الثلاثة الماضية، وكشف عن حساب مصرفي بين عملية تحويل الراتب، أو أي من الأموال، أو كتاب موهبة من البنك بين تفاصيل التحويل إلى الحساب.

3. إفاضة من الدخل لقاء عمل حر (المرفقة برصيد)، موهبة وموهبة ومستمدة من أفراد العائلة الذين يمارسون أعمالاً حرة، وتصريحات ضريبة الدخل، والموازنة العامة المصدرة من وزارة المال في هذا العمل الحر، وبيان بالحساب المصرفي لشخص في السنوات الثلاث الأخيرة.

وفي حال عدم توفر الوثائق المطلوبة أعلاه، يمكن تقديم كتاب موهبة من المنحار بوضع دقيقة العمل، ومن الراتب.

Notes

- The Application for Admission form may be downloaded at: www.aub.edu.lb/usp and www.lau.edu.lb/usp
- To register for the SAT, please visit the College Board's website at: www.collegeboard.org
- When registering for the TOEFL or SAT, use AUB's code: 0902 and LAU's code: 2595. Please note that you may choose not to register for TOEFL and SAT and take the English Entrance Exam (EEE) offered by LAU and AUB.
- The English Entrance Exam (EEE) is administered by AUB and LAU for shortlisted students. Details will be communicated to selected students by AUB and LAU admissions USP team. The test preparation material may be downloaded at <http://admissions.aub.edu.lb> and <http://admissions.lau.edu.lb/eee-test-prep.pdf>
- If applying to LAU and depending on your choice of major, the Sophomore exam covers three out of the following subjects: mathematics, physics, chemistry, life science, general science, philosophy and economics.
- The IDs of the shortlisted students who are invited to exams or interviews will be posted at <http://www.aub.edu.lb/usp> and <http://www.lau.edu.lb/usp>. If your ID number is not posted online, this means that your application was not successful. Applicants can track their application by using these sites.
- The admission office at LAU and AUB will contact you directly to inform you about exams and interviews. Failure to attend scheduled exams or interviews will result in withdrawal from the program even if shortlisted.
- To learn more about USAID you may visit their website at: <http://www.usaid.gov/lebanon>

Application Deadline

The Admission and Financial Aid applications must be submitted to the Admissions Office at AUB and LAU prior to April 8, 2016. If you are applying to LAU, you should submit the applications to the Admissions Office in Beirut or Byblos.

Applications received after the deadline - April 8, 2016 - will NOT be considered.

Please note that incomplete applications or applications with missing supporting documents will not be processed. Also note that if you want to apply to both LAU and AUB you need to present an original application and original supporting documents to each university.





APPLICATION FOR ADMISSION TO AUB AND LAU
UNIVERSITY SCHOLARSHIP PROGRAM (USP VII)
ACADEMIC YEAR 2016-2017

For University Use Only

ID # _____ Date Received _____

If you are applying to both universities, you need to complete two separate applications and submit two sets of the original documents required by April 8, 2016. Photographs will not be accepted. Incomplete applications or applications with missing supporting documents will not be processed.

(USE BLOCK LETTERS AND DRY INK ONLY. APPLICATIONS WRITTEN IN PENCIL WILL BE REJECTED)

1. Name in Arabic (as in official documents)

الاسم العربي _____

Name in English (as in official documents)

الاسم الإنجليزي _____

First Name _____ Father's / Middle Name _____ Family Name _____

Mother's Full Maiden Name _____

First Name _____ Father's / Middle Name _____ Family Name _____

2. Gender ☐ Male ☐ Female

3. Marital Status ☐ Single ☐ Married ☐ Divorced ☐ Widowed

If you are single or engaged, do you have plans to be married soon? ☐ Yes ☐ No

When _____

4. Place of Birth _____ City _____ Country _____

5. Date of Birth _____ Day / Month / Year _____

6. Civil Record Data _____

7. Country of Birth ☐ Lebanon ☐ Other (Please specify) _____

Are you ☐ An American Citizen ☐ Green Card Holder ☐ An Asylum Seeker ☐ Refugee

8. Address (do not use for communications)

Building _____ Street _____

PO Box (not AUB Box) _____ City _____ Country _____

Email _____ Telephone _____

9. Name of person to contact in case of emergency

Relationship _____ Address _____ Telephone _____

PHOTO

Attach recent colored passport size photograph. Do not staple.

10. Do you prefer ☐ student housing or ☐ transportation allowance _____

11. If you are applying to LAU do you prefer to join ☐ LAU Beirut Campus or ☐ LAU Byblos Campus

Check number 12 below for the list of majors offered at each campus.

12. If you have a regular baccalaureate degree, you may apply to the following majors in USP VII. Please note that this scholarship covers studies at undergraduate level only. Mark your three choices of majors in order of preference (1 - most preferred, and 3 - least preferred).

It is compulsory that you check the following websites: www.aub.edu.lb/usp and www.lau.edu.lb/usp for an updated and final list of majors. Before submitting the list, it will be updated by the end of February. If you submit your application early, and then wish to change your choices of major, please e-mail us at admissions@aub.lb and admissions@lau.lb. If you want to select a major that is listed on the website but not here, please add it manually. If a major is listed below but not mentioned in the website then you can NO longer select it. It is advisable to apply to three different majors in three different faculties, e.g. if your first choice is Computer Engineering, then you may select Economics and Nutrition as your second and third choices. If applying to both universities, please indicate your choices accordingly on each application.

FOR AUB APPLICANTS:

Faculty of Agricultural and Food Sciences (FAFS)

☐ Agriculture SSA-AGRI

☐ Food Science and Management SSA-FSM

☐ Food Science and Management SSA-FSM

☐ Nutrition and Dietetics SSA-NDT

Faculty of Arts and Sciences (FAS)

☐ Chemistry SSA-CHM

☐ Computer Science SSA-CHS

☐ Economics SSA-ECON

☐ Education / Elementary SSA-EDU

☐ History SSA-HIS

☐ Political Science SSA-POL

☐ Public Administration SSA-PA

☐ Sociology SSA-SOC

☐ Statistics SSA-STAT

☐ Arabic Language SSA-LIT

FOR LAU APPLICANTS:

Adnan Kassar School of Business

☐ Business Administration SSA-BADM

☐ Economics SSA-ECON

☐ Hospitality and Tourism Management SSA-HTM

School of Architecture and Design

☐ Architectural Design SSA-ARCH

School of Arts and Sciences

☐ Chemistry SSA-CHM

☐ Computer Science SSA-CHS

☐ Economics SSA-ECON

☐ Education / Elementary SSA-EDU

☐ History SSA-HIS

☐ Political Science SSA-POL

☐ Public Administration SSA-PA

☐ Sociology SSA-SOC

☐ Statistics SSA-STAT

☐ Arabic Language SSA-LIT

School of Engineering

☐ Civil Engineering SSA-CE

☐ Computer Engineering SSA-CE

☐ Electrical Engineering SSA-EE

☐ Industrial Engineering SSA-IE

☐ Mechanical Engineering SSA-ME

3. Beirut or Byblos campus
4. Beirut campus only
5. Beirut campus only

Check the following list: <http://admissions.lau.edu.lb/undergraduate/programs.php> for details regarding opportunities to enroll in a minor program (such as Business, digital media, environmental science, sociology, journalism and other minor programs). Students interested in enrolling in Nutrition and Dietetics should note that USAID support ends upon the completion of the three year program. For more information on this, please visit <http://www.aub.edu.lb/academic/graduate/interdisciplinary/interdisciplinary-program.php>. Any additional internships or coursework will not be covered by the program. The same applies for any post-graduate diploma or graduate degree.

If you have a technical background, please describe it. You may apply to one of the following majors in LUPVU. Please note that this scholarship covers studies at undergraduate level only. Mark your choice of major in the table below.

FOR AGRICULTURE AND FOOD SCIENCES	Technical Field of Study
Major	
<input type="checkbox"/> Faculty of Agriculture and Food Sciences	
<input type="checkbox"/> Food Sciences and Management	Industrial Nutrition
<input type="checkbox"/> Nutrition and Dietetics	Nutritional Nutrition
Other School of Business	
<input type="checkbox"/> Business Administration	Any field
School of Arts and Sciences	
<input type="checkbox"/> Computer Sciences	Computer Programming/ Information Technology/Engineering
<input type="checkbox"/> Economics	Any field
<input type="checkbox"/> Elementary Education	Any field
<input type="checkbox"/> Petroleum Studies	Science/ Engineering
<input type="checkbox"/> Political Studies	Any field
<input type="checkbox"/> Public Administration	Any field
<input type="checkbox"/> Statistics SA	Science/ Engineering
<input type="checkbox"/> Statistics SS	Science/ Engineering
<input type="checkbox"/> Studio Arts	Any field
School of Health Sciences	
<input type="checkbox"/> Environmental Health	Healthcare Supervisor/ Nursing Care/ Dental Assistant
<input type="checkbox"/> Medical Laboratory Sciences	Healthcare Supervisor/ Nursing Care/ Dental Assistant
Other School of Nursing	
<input type="checkbox"/> Nursing	Healthcare Supervisor/ Nursing Care/ Dental Assistant

FOR LIFE SCIENCES	Technical Field of Study
Major	
Admin/ Natural Science of Business	
<input type="checkbox"/> Business	Business
<input type="checkbox"/> Hospitality and Tourism Management	Hospitality Management
Arts and Sciences	
<input type="checkbox"/> Education	Education
<input type="checkbox"/> International Affairs	Political Science
<input type="checkbox"/> Journalism	Communication Arts/ Psychology
<input type="checkbox"/> Political Science	Political Science
<input type="checkbox"/> Psychology	Psychology
<input type="checkbox"/> TV Film	Communication Arts
Other Business/ Chiropractic School of Nursing	
<input type="checkbox"/> Nursing	Nursing

(Only students with the technical field of studies listed in the second column of the above tables are eligible to apply to LUPVU)

14. Would you like to acquire a teaching diploma? ☐ Yes ☐ No (answer only if you have assessed one of these majors: chemistry, education, mathematics, English, and psychology)

You may be allowed to join the teaching diploma program after completion of your degree if you were initially accepted with no practicum English or with only one semester of practicum English.

*Please note that all students requiring intensive English cannot be admitted to engineering, agriculture, landscape design and eco-management majors and cannot acquire a teaching diploma.

15. Are you planning to apply to the military academy? ☐ Yes ☐ No

16. List any community service workshops, events or projects, or any organization you have been involved in:

Name of event, project or organization	Date of event from To	Event Location	Role Played / Task Handled	Organizer's name

If you have additional activities you may include them in a supplemental page and attach it to the application.

17. Have you been engaged in the work activities? ☐ Yes ☐ No
If yes, please provide the following:
1. Name of the organization/ group: _____
2. Type of work and activities you did: _____
If no, please give your reasons: _____

18. Are you interested in working with local communities? ☐ Yes ☐ No
If yes, please mention your preferences (which neighborhood, village, town, city): _____
If no, please give your reasons: _____

19. List the secondary school you have attended during the past three years.

Full Name or Surname (Initial)	Geographical Location	Date of Attendance	Diploma or Certificate Obtained / Expected	Class Completed (Specify section)
1. _____	(Specify town/village)	From _____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

20. Have you applied or are you planning to apply to other scholarship programs? ☐ Yes ☐ No
If yes, please specify: _____

21. Do you have another plan/alternative in case you are not accepted for the USP VIE scholarship? ☐ Yes ☐ No
If yes, please specify what the other plans are: _____

22. Since admission to the program is limited to one student for every family, please inform us if any family member benefited from a USP program.

Name _____ Institution _____ Year _____

23. In case you have any physical challenge, tell us about it. (This information is necessary to ensure we provide the facilities and support needed, if any it will not constitute any basis for discrimination during the selection process)

24. How did you learn about this scholarship?

I, the undersigned, hereby certify that the above information is accurate and complete. I authorize verification of all statements contained herein and give the university the absolute discretion to use these documents wherever and whenever it deems fit to give my application a better or fairer chance of consideration. All information will remain confidential and will not be used by the program (university) without my written permission. Any misrepresentation, misinterpretation, or forgery of the presented documents renders this subject to immediate dismissal from the university for any stage, including during actual enrollment and at all applicable legal penalties. If requested by guardians/parents, the university will release grades and other relevant information. This document is considered a valid release upon signature.

All documents submitted by applicants become the property of AUSL and LAU and may not be reclaimed.

Name of Applicant: _____ Name of Parent: _____

Signature: _____ Date: _____ Signature: _____ Date: _____

LEADERSHIP ASSESSMENT QUESTIONS

Full name _____ ID # _____


25. Explain why you are applying to these majors according to your listed priority of preference, and how they can enable you to help your community. What is your career dream and where do you see yourself in the next 10 years? This letter is mandatory; otherwise your application will not be considered. You may use a separate sheet of paper if the space below is not sufficient. (Although it is preferable to write your statement in English, you may wish to write it in Arabic.)

LEADERSHIP ASSESSMENT QUESTIONS

26. Explain why you believe you qualify for this scholarship and why you need it. (You may write in English or Arabic) You may use a separate sheet of paper if the space below is not sufficient.


[The page contains numerous horizontal lines for writing.]

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American University of Beirut
جامعة الامريكىة اللبنانية



Lebanese American University
الجامعة اللبنانية الأمريكية

FINANCIAL AID APPLICATION
UNIVERSITY SCHOLARSHIP PROGRAM (USP VII)
ACADEMIC YEAR 2016–2017

For University Use Only

ID # _____ Date Received _____

**If you are applying to both universities, you need to complete two separate applications and submit two sets of the original documents required by April 8, 2016. Photocopies will not be accepted. Incomplete applications or applications with missing supporting documents will not be processed.*

PHOTO

Attach recent colored passport-size photograph. Do not staple.

(USE BLOCK LETTERS AND DARK INK ONLY. APPLICATIONS WRITTEN IN PENCIL WILL BE REJECTED)

1. Name in English (as in official documents)

 First Name

 Father's / Middle Name

 Family Name

2. Personal Contact Information (Country code/Area Code/Number)

 Home Phone Number

 Personal Phone Number

 Parent's Phone Number

3. Father's Information

First Name: _____

Father's / Middle Name: _____

Family Name: _____

☐ Self-employed
 ☐ Employed
 ☐ Unemployed
 ☐ Deceased

Occupation: _____

4. Mother's Information

First Name: _____

Father's / Middle Name: _____

Family Name: _____

☐ Self-employed
 ☐ Employed
 ☐ Unemployed
 ☐ Deceased

Occupation: _____

5. Sibling Information (brothers and sisters) *If student: Specify name of school / university and tuition. (Attach supporting documents) *If working: Specify name of company and income. (Attach supporting documents)

#	Name	Age	Education / Occupation* (Current Year)	Annual Tuition Fees / Income	Benefiting from USP I, USP II, USP III, USP IV, USP V, or USP VI (Yes or No)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

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6. Family Assets

Owned Properties	Location	Real Estate Lot No.	Year Purchased	Area (Sq.m.)	Estimated Present Value (in \$)
Business*					
Home(s)*					
Buildings*					
N° of floors*					
Land: N° of lots*					
Owned Cars	Owner	Make	Model Year	Year Purchased	Present Value (in \$)
Family Cars *					
Other income (Specify)*					
Total Income					

7. Income / Expense Detailed Information (in \$)

Income Details	Father	Mother	Other
Basic Salary*			
Benefits (educational, bonus, family allowance, transportation, extra month, rewards, ...)			
Income from private business*			
Other income (Specify)*			
Total Income			

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Expense Details

Expense Details	Annually
Household expenses (food, clothing, other supplies)	
Utilities (electricity, water, gas, etc.)	
Telephone expenses	
Cars (parking, insurance, gasoline, maintenance)	
House rent, taxes & maintenance*	
School / University tuition & other fees (excluding applicant's)	
Lodging (dorms / apartments rent)	
Transportation (bus, taxi, ...)	
Travel expenses	
Medical insurance*	
Loan repayment (Specify)*	
Other expenses (Specify)*	
Total Expenses	

8. Are you receiving any educational assistance? ☐ Yes ☐ No
If yes please declare source, provide documentation* and specify amount.

We certify that the information provided in the application is, to the best of our knowledge, complete and accurate. We further understand that misrepresentations or material omissions made in this application render us morally and legally liable.

We authorize the university to verify all statements contained therein by any means it deems necessary. We waive any claim to privacy or confidential information that might arise out of the inquiry conducted by the university for purposes of verifying data stated in this application or during the interview.

Any document submitted to AUB and LAU becomes the property of the university and will not be returned or photocopied.

I understand that any information provided if proven wrongful will cause my dismissal from the program.

Student's Signature: _____ Parent's Name: _____
Date: _____ Parent's Signature: _____

*Required Documents: All the attached points, if applicable, are supposed to be documented when submitting the Financial Aid Application. A checklist of the required documents is attached for your perusal.



APPLICATION FOR ADMISSION TO AUB AND LAU UNIVERSITY SCHOLARSHIP PROGRAM (USP VII) ACADEMIC YEAR 2016-2017

Form A - Employee Income Statement

American University of Beirut / Office of Financial Aid, Beirut, Lebanon
Lebanese American University / Financial Aid and Scholarships Office, Beirut and Byblos, Lebanon

Form A should be completed by the employer for every earning member of the family and for each position held. Photocopy this form as needed.

Name of applicant for financial aid: _____
Answer all questions carefully and completely. Any missing information will jeopardize processing your application.

Name of employee	Position and title
Amount in Lebanese Pounds (if none, enter '0')	
Basic annual salary	
Annual family allowance	
Annual transportation	
Annual accommodation	
Annual profit sharing amount from employer	
Annual bonus	
Annual commission	
Specify any other annual benefit:	
Educational benefit (each child separately including child's name)	
1. _____	
2. _____	
3. _____	
4. _____	
5. _____	
Number of months payable	Years of service

Income-earning parties must present at least two of the following:

- At least the last three official pay slips (copies);
- Bank statements reflecting regular salary transfers and amounts;
- A letter notarized by the bank confirming the monthly salary amount transfer.

To be completed by employer _____
Employer's name _____ Title _____ Seal _____

Name of institution _____ Telephone _____ Email _____
Country code/ Area code Number _____

Type of institution, nature of work _____

I certify that the amounts and information above are accurate and have been verified by me.

Employer's signature _____ Date _____

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برنامج المنح الدراسية الجامعية السابع
تقديم طلب للإجازة الجامعية للعام الدراسي 2016-2017

إفادة دخل الموظف

إسم الموظف: _____	
إذا لم يكن المبلغ متوفرًا، الرجاء الإشارة بـ "لا"	
الراتب الشهري الأساسي	
التعويضات المالية	
بدل مواصلات	
بدل سكن	
المبلغ الناتج عن المشاركة في أرباح المؤسسة	
علاوة	
عمولة	
تعويضات أخرى	
مبلغ دراسية (كل ولد على حدة)	
1.	
2.	
3.	
4.	
5.	
عدد الأشهر المدفوعة سنوياً: _____	
أودع عليه الاستمارة المعبئة أعلاه، وإرفاقها بكتاب صادر عن رب العمل يحدد فيه المنصب الذي يشغله الموظف، وتبين عدد سنوات الخدمة.	
إسم رب العمل	خاتم المؤسسة
التوقيع	التاريخ

على الوالدين اللذين يتقاضيان أرباحاً تقديم وثيقتين: على الأقل من الوثائق التالية:

- نسخة مصورة من أو ثلاثة تذاكر راتب رسمية
- كشف حساب مصرفي يظهر عمليات تحويل الراتب الشهرية وقبضها
- وثيقة مصدقة من البنك تظهر قيمة عمليات تحويل الراتب الشهري



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APPLICATION FOR ADMISSION TO AUB AND LAU
UNIVERSITY SCHOLARSHIP PROGRAM (USP VII)
ACADEMIC YEAR 2016-2017

Form B - Self-Employed Income Statement

American University of Beirut / Office of Financial Aid, Beirut, Lebanon
Lebanese American University / Financial Aid and Scholarships Office, Beirut and Byblos, Lebanon

FORM B should be completed below and submitted with the business registration (إسجل تجاري) and income tax statements (إشعارات دخل). It should be completed for each self-employed member of the family. Photocopy this form as needed.

Name of applicant: _____

Answer all questions carefully and completely. Any missing information will jeopardize processing your application.

*Self-employed is any family member providing an income to the family or contributing to the income of the family from selling farming products, fishing products, or any other product (i.e. groceries) in a privately owned shop.

Name of self-employed family member: _____	
Relationship to applicant: _____	Address: _____ Building / Street / Area: _____
<input type="checkbox"/> Solo Owner	City: _____ Country: _____
<input type="checkbox"/> Partner Number of partners: _____ Percent share: _____	Email: _____
<input type="checkbox"/> Freelance	
<input type="checkbox"/> Other Specify: _____	
Name of institution, if applicable: _____	Number of employees/workers: _____
Registration number, if applicable: _____	Annual gross income in Lebanese pounds (gross income is the total revenue of the institution): _____
Date: _____	
Nature of company/owner work/business, in detail: _____	Annual net income in Lebanese pounds (net income is the total personal income of the self-employed family member and partners, if any, after deduction of all the institution's expenses): _____

Please submit either a business bank statements of account for the last three years, the business registration, income tax statements, balance sheets or any official documentation where there is a reference to the estimated income.

Name and seal: _____

Signature: _____ Date: _____

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برنامج المنح الدراسية الجامعية السابع
تقديم طلب للإجازة الجامعية للعام الدراسي 2016-2017

إفادة الدخّل عن عمل حر

إسم المؤسسة (في حال توفرها): _____
 ترحيبي/تعليم وتدريب: _____
 طبيعة عمل المؤسسة/المنشأة (موضوع، مخصص): _____
 العنوان والمهنة: _____
 عدد الموظفين/الأجراء: _____
 المدخول السنوي: _____
 المدخول السنوي: _____
 التوقيع: _____
 التاريخ: _____

على الوالد/ين تقديم كشف حساب مصور/في ظهور الوالد/ين المألف
 للثلاث سنوات أو سنوات ضريبة الدخل أو بيانات الرصيد، أو أي
 وثيقة رسمية، أو سجل تجاري يظهر الدخل التقديري.
 ملاحظة: يُرجى إرفاق المستندات الرسمية للشركة والشركات، بالجملة
 إلى الموزانية، وتوضيح طبيعة الدخل الرسمية للمنشأة المستهدفة. على
 كل فرد من أفراد العائلة أن يملأ الدخّل المناسب في الاستمارة (أ، أو
 ب، أو أ وب معاً). وعلى حال عزولته العمل لدى أكثر من مؤسسة،
 يُرجى ملء استمارتين منفصلتين.

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